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## NDC TRAINING OPPORTUNITY

### Housing Development Finance Professional Certification Program

#### Class 4: HD 430: Problem Solving and Deal Structuring

**When:** April 21-25, 2008 (5 days)

**Where:** The Red Lion Colonial Inn, Clark Meeting Room, Helena, Montana

This program is a rigorous and comprehensive training series designed solely for housing development practitioners. Participants learn techniques of the trade to build the capacity they need to successfully create jobs and translate housing development opportunities into results for their communities. Class 4 blends financial analysis techniques learned in previous courses with the problem solving and negotiating skills that housing development practitioners utilize to close complex projects. Participants become skilled at the methods used to structure financing that most effectively leverages public dollars. Some topics include: problem solving, negotiation strategy, mixed-use deals, Low-Income Housing Tax Credit deals, gap filling techniques, lease purchase housing projects, hidden costs, acquisition, developer's compensation, investors, permanent lenders, zoning, HUD Davis Bacon, and environmental issues.

**IMPORTANT NOTE: Tuition for the 5-day course will be \$910. Travel, meals and lodging expenses are not included. Refreshments are provided during training breaks. Attendance is limited to 35 people, so register early to secure your seat. Each person attending must furnish a Laptop computer with Excel version 5.0 or higher (including Excel 2007) to complete coursework plus the exam (no laptop sharing is allowed).**

**The required registration form with payment information is attached in Word or PDF format.**

Note: This is the final course in a series of NDC (National Development Council) training opportunities. To become certified through this program, attendance at all four courses and prerequisite passage of prior examinations (HD410, HD420, HD422) is required for certification.

**For hotel reservations,** call the Colonial Inn toll-free at 1.800.RED.LION or 406.443.2100. Ask for the room block **Commerce NDC Seminar Training** with a rate of \$73 per night plus tax (single room) or \$95 per night (double occupancy). Reserve by March 20, 2008 to ensure this rate, which must be credit card guaranteed for the first night. Earliest hotel check-in is 3:00 PM.

For detailed information on NDC's program, visit <http://www.nationaldevelopmentcouncil.org/>



## REGISTRATION FORM

**PROBLEM SOLVING AND DEAL STRUCTURING - NDC CLASS HD 430**  
**(April 21 – 25, 2008, 5-days)**

**Tuition of \$910.00 per person must accompany each registration form**

**Please make check payable to: Department of Commerce**

**Mail Registration Form & Check to: HOME Program – Housing Division**  
**PO Box 200545, Helena, MT 59620-0545**

Class registration is not confirmed until a tuition check for full payment of \$910.00/person (US dollars) is received along with this registration. Sorry, no credit cards, cash, partial payments, purchase orders, invoices or discounts can be accepted. We are unable to give scholarships for this program. Travel expenses, meals and lodging are not included. Refreshments during AM & PM breaks are provided.

Please **print** the following information: ☐ **Mr.** ☐ **Ms.**

Attendee Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

UPS Shipping Address: \_\_\_\_\_

(The UPS physical address must be provided for shipment of workbook study materials from NDC)

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Mailing Address (if different from above) \_\_\_\_\_

Telephone: (\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_) \_\_\_\_\_

E-mail Address \_\_\_\_\_

(We will send a class registration confirmation via e-mail so this information is necessary)

**Cancellation Policy:** Registrants will be assessed a \$50.00 withdrawal fee (due to unavoidable costs the MDOC will incur), which will be deducted from the registration tuition refund after class completion.

**Substitution of Attendee or Loss of Study Materials Policy:** If a confirmed registrant cannot attend, we must be immediately notified of the substitute's name and a new registration form completed. It is the registrant's own responsibility to promptly re-ship or transfer the study materials to a substitute. There will be no penalty or substitution fee charged as long as a transfer of complete study materials takes place prior to the class, otherwise a replacement of study materials fee applies and will be charged to the new attendee prior to classroom admittance. The replacement of study materials fee is \$25.00.

If you have questions, please contact the HOME Program at (406) 841-2820.